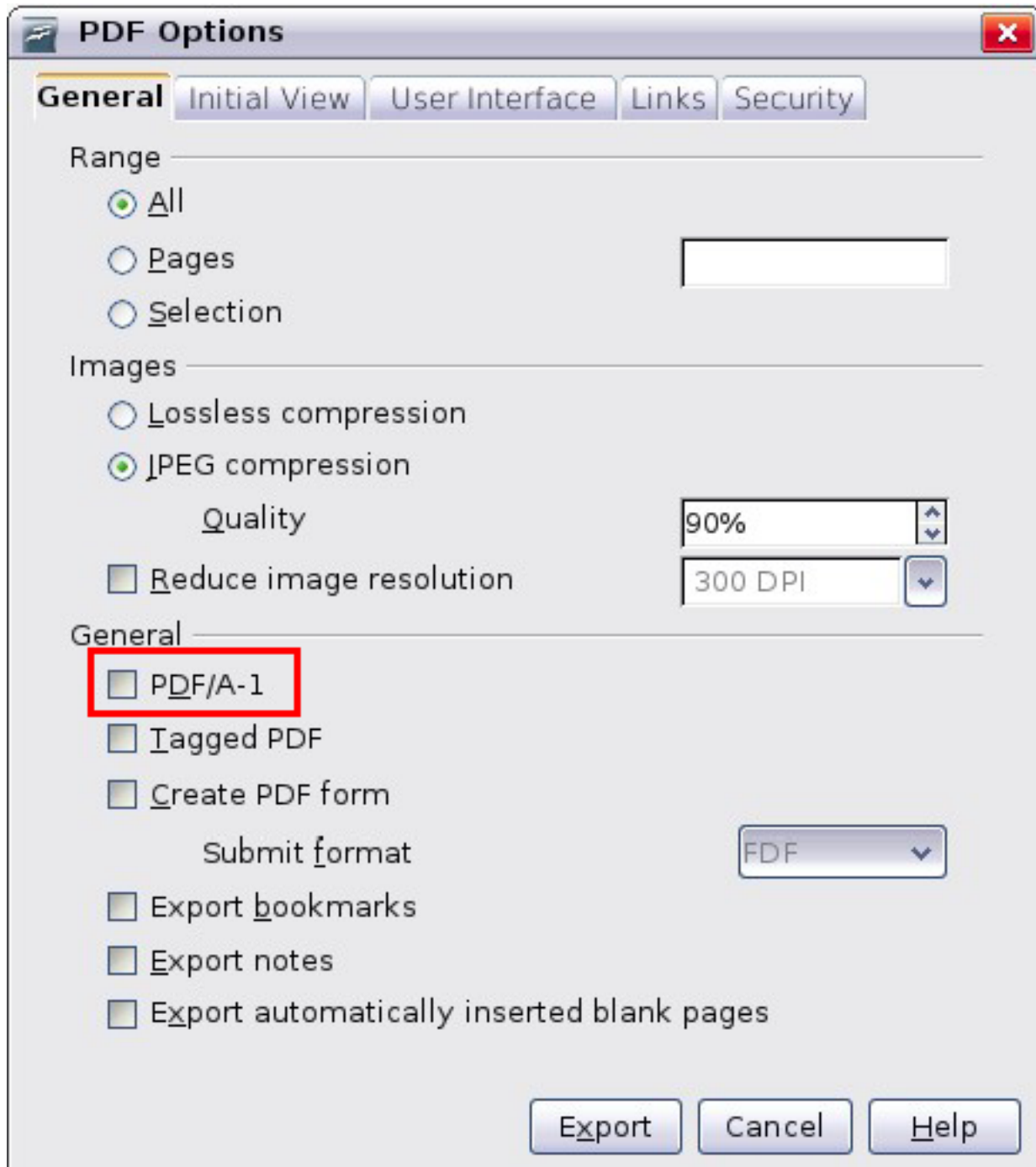


From the File menu, select “Export as PDF”.



The screenshot shows the "PDF Options" dialog box with the "General" tab selected. The "Range" section has three radio buttons: "All" (selected), "Pages", and "Selection". The "Images" section has two radio buttons: "Lossless compression" and "JPEG compression" (selected). Below "JPEG compression" are two fields: "Quality" set to "90%" and "Reduce image resolution" set to "300 DPI". The "General" section at the bottom has several checkboxes: "PDF/A-1" (checked and highlighted with a red box), "Tagged PDF", "Create PDF form", "Export bookmarks", "Export notes", and "Export automatically inserted blank pages". A "Submit format" dropdown menu is set to "PDF". At the bottom right are three buttons: "Export", "Cancel", and "Help".

Check the box labeled “**PDF/A-1**” and click the *Export* button.

